Congratulations, Graduates!
We want to make sure that everyone is informed of the processes and procedures to follow tomorrow to ensure that our big day goes smoothly.

**Guest Seating**
Due to a record number of graduates, each graduate will receive:

- **Two guest tickets for Ohio Field** and **two guest tickets for the overflow buildings.**
- All guests **must** show their tickets before they will be allowed on campus. There will be **no exceptions** made so be sure to share this information with your guests.
- The overflow buildings are: Nichols Hall (NI), Meister Hall (Schwindler Auditorium) [ME], Gould Memorial Library Auditorium [GM], North Hall and Library [NL] and Roscoe Brown Student Center Playhouse [BC].

**Order of Line up**
- Students must arrive on campus by 8:00 a.m. Students will be directed to line up in front of Bliss Hall [BL] in the parking lot.
- Students will locate and line up behind the signs that indicate their degree type, Associate of Arts (A.A.), Associate of Science (A.S.) or Associate of Applied Science (A.A.S.)

**Students Procession**
- John F. Agnelli III, Director of Student Life will lead the bag piper and drummer followed by the grand marshal who will lead the students toward the tent from the parking lot of Bliss Hall [BL] onto the field in two lines through the white sticks and the flags.
- Faculty will be lining the walkway to the tent. Their applause is to honor your work. During this march, please no pictures with faculty until the end of the program.
- The line will divide and students will walk up the outer aisle of the tent.
- Students will walk in front of the podium and then down the middle aisle. The Student Marshals will stop in front of the first row and direct students.
- Students will remain standing until the entire row is filled.
- The weather is not looking good. 8:00 AM it is calling for showers, 9:00 AM Light Rain followed by two hours of Rain. With this stated, please do not wear heels or wedges. The grass is not a place for heels and wedges once the rain comes down.

**Recognition of Candidates for Degree**
- Order of recognition – Valedictorians, Salutatorian, SGA President, followed by all degree candidates.
- Students will give their name cards to the faculty representative before they enter the stage at the foot of the ramp if name calling is approved. You will know in advance and again it is based on safety and weather.
- Students will receive their diploma covers, shake hands with the President and have their picture taken with him. Continue to walk across the stage and to your seat.
- Students will remain standing until the entire row is filled.

**Other Things to Remember**
- Cell phones must be placed on vibrate.
- All bags will be checked and parking is first come first serve. All items (balloons, strollers, etc.) that may block sight of stage and/or tent aisles are prohibited.
- There will be limited, light refreshments available in Roscoe Brown Student Center right after the ceremony. This will be the perfect time for pictures.
- Children cannot sit with you during the ceremony. Please make arrangements for child care.
- Posting on social media during commencement is encouraged. Please add the hashtag #BCC2016 to your tweets, Instagrams, etc.
- Graduates will receive a letter informing them when their diploma is available. The typical wait time is 2-3 months. It can either be picked up in the registrar’s office or you can arrange to have it sent to you via certified mail.
- No weapons of any kind permitted on campus. All campus, state, federal rules, policies and ordinances are in effect.
- If you are having a health emergency, calmly, contact Public Safety: 718.289.5923 Emergency Number: 718.289.5911 or email public.safety@bcc.cuny.edu.
- Tickets are critical, please have your ticket on you. Your guests will need their ticket to access campus and seats.